



POSITION: FDC Truck Driver
REPORTS TO: Transportation Manager
STATUS: Non-exempt

All Faiths Food Bank (AFFB), the only Food Bank in Sarasota and DeSoto Counties, is a dynamic group of professionals who find innovative ways to end hunger in our community. With progressive growth over the last 5 years we have grown to be a convener for health care, human services and social service organizations to help build a healthy future for our next-door neighbors, who, sadly, experience hunger.

General Function: The Food Distribution Driver's principle duties are to pick up fresh and non-perishable food items from designated suppliers and deliver through scheduled mobile distributions throughout Sarasota and Desoto counties. As a FDC driver, all aspects of warehouse and food safety and product care must be followed including receiving, storing, and distributing food products. In addition, he/she assumes direct responsibility for maintaining a clean, safe, and well-maintained vehicle for the smooth operation of the Program.

KEY RESPONSIBILITIES

- Ordering and stocking the truck for daily food distribution
 - Work with the Distribution Manager to ensure that fresh and non-perishable food items, donated and/or purchased, are available for all scheduled distributions.
 - Complete all required paperwork for orders, distributions, pickups and/or deliveries.
- Mobile Food Market distributions
 - Drive an assigned vehicle to distribute food items directly to clients at defined locations according to a pre-determined schedule.
 - Assign volunteers duties and responsibilities to ensure successful operation of each distribution.
- Truck and driving responsibilities
 - Maintain cleanliness of assigned vehicle and equipment.
 - Conduct daily pre/post trip checks and services on assigned vehicles and equipment. Coordinate with supervisor for scheduling services that require equipment to be away from the food bank.
 - Comply with all facets of the AFFB Vehicle Driver Agreement.
- Program management and administration
 - Maintain accurate records by completing all required procedures and forms.

- Maintain a professional appearance and demeanor at all times.
- Receive ServSafe training and certification.
- Remain informed of AIB, USDA, Feeding America and FAFB food safety guidelines.

ADDITIONAL RESPONSIBILITIES

- Assist in maintaining a clean, safe, and orderly facility.
- Support special events such as the Letter Carrier's Drive, Bowls of Hope, etc.
- Assist other staff members, as needed.
- Obtain license / certifications and safely operate all warehouse equipment.
- Be knowledgeable of AFFB programs and communicate a positive image and helpful attitude with donors, partner agencies and clients.

QUALIFICATIONS:

- Valid FL Driver's license and minimum Class B (CDL) license.
- Capable in using warehouse equipment that includes dolly, pump jack, power jack, forklift, and other material handling equipment and ability to lift and carry objects weighing up to 50lbs.
- Commitment to serving vulnerable populations and ending hunger in the community.
- Acceptance and commitment to All Faiths Food Bank's values, vision and mission.

All Faiths Food Bank is an Equal Opportunity Employer and fully committed to attracting and retaining diverse talent in order to better reflect the wide variety of experiences and views of the many different stakeholders with whom we are connected. We will invest in actively recruiting, engaging and fostering a diverse workforce and providing a work environment that promotes equity and inclusion.

We commit to providing policies, systems and a culture where our staff and those we serve will be afforded equitable access and opportunities to reach their full potential and feel valued, respected and supported.